



## TOWN OF TYNGSBOROUGH

Office of the Selectmen

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Board of Selectmen Meeting Minutes

**APPROVED**

Monday May 24, 2010

6:00 P.M.

Town Offices

Members Present: Selectwoman Ashley O'Neill, Selectwoman Elizabeth Coughlin, Selectman Rick Reault, Selectman Rich Lemoine, Selectman Robert Jackson,.

Staff Members Present: Town Admin Michael Gilleberto and Admin Assist Therese Gay.

The Board was introduced and the agenda was read, followed by nominations and votes of the new officers.

### 1. 6:00 P.M. Board Re-Organization

Nomination for Chairman, Selectwoman Coughlin nominated Selectwoman Ashley O'Neill for Chairman, second by Selectman Reault, there were no other nominations, no discussion, the Board voted unanimously to appoint Selectwoman O'Neill as Chairman.

Nomination for Vice-Chairman, Selectwoman O'Neill nominated Selectwoman Elizabeth Coughlin for Vice-Chairman, second by Selectman Reault, there were no other nominations, no discussion, the Board voted unanimously to appoint Selectwoman Coughlin as Vice-Chairman.

Nomination for Clerk, Selectwoman O'Neill nominated Selectman Rick Reault for Clerk, second by Selectwoman Coughlin, there were no other nominations, no discussion, the Board voted unanimously to appoint Selectman Reault as Clerk.

### Trinity Ambulance

Mr. Chemaly and Mr. Sepe were invited to attend this evening's meeting for a second interview. The Board is looking to break from the shared services with the Town of Dracut. The Trinity Ambulance Service would serve Tyngsborough with the same service the previous ambulance company offered; they could do anything we would want. They would use the same ELS out of Saints Memorial. They will honor the RFP they presented. The Chair asked if there were any questions or comments, no questions or comments came forward. The Board thanked Mr. Chemaly and Mr. Sepe for attending.

The Board voted unanimously on a motion by Selectwoman Coughlin, second by Selectman Jackson to recognize Trinity Ambulance Service as Tyngsborough's provider.

The Board voted unanimously on a motion by Selectman Lemoine, second by Selectman Jackson to contact the Town of Dracut to inform them if they wish to go with Trinity Ambulance, if not to let them know that Tyngsborough's decision is to stand alone and go forward with the Trinity Ambulance Service.

The Board voted unanimously on a motion by Selectman Reault, second by Selectman Lemoine to authorize Selectwoman Coughlin, and Selectman Lemoine with the Town Administrator to finalize the contract.

## 2. 6:15 P.M. Executive Session

The Board of Selectmen voted on a motion by Selectman Lemoine, second by Selectman Jackson to enter into Executive Session to discuss a personnel issue and at the conclusion of the Executive Session to return to open session only to adjourn. Roll Call Vote: Selectwoman Elizabeth Coughlin, yes; Selectwoman Ashley O'Neill, yes; Selectman Robert Jackson, yes; Selectman Rick Reault, yes; Selectman Rich Lemoine, yes. The Board entered into Executive Session at 7:30 P.M.

### Collective Bargaining Contract Negotiations

The Board of Selectmen voted on a motion by Selectman Reault, second by Selectman Jackson to exit Executive Session and to return to open session to continue open meeting. Roll Call Vote: Selectwoman Elizabeth Coughlin, yes; Selectman Robert Jackson, yes; Selectman Rich Lemoine, yes; Selectman Reault, yes; Selectwoman O'Neill, yes. The Board returned to open session at 8:30 P.M.

## 3. 7:00 P.M. Licensing

### Common Victualler License Request – Tyngsboro House of Pizza

Mr. Lafferty has submitted a request for a common victualler license to operate Tyngsboro House of Pizza at 92 Middlesex Road. The pizzeria will be open Sunday through Saturday from 11AM to 10PM.

The Board voted on a motion by Selectman Reault, second by Selectman Jackson to grant the common victualler license to Tyngsboro House of Pizza, at 92 Middlesex Road. Mr. Thomas Lafferty, owner/manager, and the hours of operation to be Sunday through Saturday from 11AM to 10PM.

### Corporate Officer Change Request – The Olive Garden Italian Restaurant

The Corporate Office, GMRI, Inc., d/b/a The Olive Garden Italian Restaurant at 442 Middlesex Road, has submitted a request for a corporate officer change. The paperwork has already been forwarded to the ABCC for action. The Board is to hold a hearing and vote on the request and to submit a Form 43 listing their approval to the ABCC. The Board holds the hearing this evening and after dialogue between the Board and Jade, the sales manager for the restaurant has voted on the request as follows.

The Board voted unanimously on a motion by Selectwoman Coughlin, second by Selectman Jackson to grant the change of the corporate officer.

## 4. 7:15 P.M. Review Minutes

The Board reviewed the minutes and voted 4-0-1 on a motion by Selectman Jackson, second by Selectman Lemoine to approve the minutes of Monday, March 8, 2010 and Monday, March 15, 2010.

## 5. 7:30 P.M. Review Yearly Appointments

The Board voted unanimously on a motion by Selectman Jackson, second by Selectman Reault to appoint all employees; the Fire Department Firefighters, Board of Fire Engineers, the Police Department personnel, the Dunstable, Groton officers as Reserves, the Insurance Advisory Board, the Parking Clerk, the Field Use Committee, Emergency Preparedness Committee, the Trust Fund and the Veterans' Agent.

The Board has placed the open appointment positions on the web page and on the local channel to inform the Tyngsborough residents of any opening and that if they wish to serve to submit a letter of interest to the office by June 21, 2010.

## 6. Citizen/Business Time

Mr. Gus Skamarycz of 257 Dunstable Road is asking the Board to consider placing a stop sign at the corner of Wood Street and Tyng Road. The posted speed is 25 MPH and Mission

Road is posted 30 MPH for the public safety it would help to place a sign. He also mentioned that there were no Annual Town Reports available for the public to review before town meeting. Because of the change in the office and with the increase amount of work in the office the reports were late in printing and some copies were made available on town meeting night. The cover of the town report was the same print used for the Finance Committee Report and could easily been mistaken.

#### 7. Other Business

There was no other business on the agenda this evening.

#### 8. Correspondence

The Board voted unanimously on a motion by Selectman Reault, second by Selectman Jackson to accept the correspondence as read.

#### 9. Selectmen's Notes

Selectwoman Coughlin updated the board and citizens on the progress of the green community application and the writing of the first grant round. The four criteria has been met. A commendation was give to George Trearchis and Diana Koehane for their efforts in working to make the school energy efficient.

Selectman Reault is asking the town to attend and support the Memorial Day parade, and he has spoken to Chief Mulligan on introducing a K-9 unit and looking at private funding to run the program. Selectman Jackson would like to recognize the Middles School grades 5 through 8 on their performance in the school band, and remind the residents of the upcoming Memorial Day parade.

Selectwoman O'Neill informs the public that the school is currently reviewing the old policy and any new policies regarding bullying in the schools.

#### 10. Town Administrator's Notes

##### Response to Selectmen's Request

Thirsty's – the Police Chief and I are working with Town Counsel on liquor associated concerns. A hearing has been proposed for June 14, 2010.

Elementary School Road Repair – I have notified the School Department of the Selectmen's approval of these repairs.

##### Budget Status

The FY2011 Budget was unanimously approved at the May 18<sup>th</sup> Annual Town Meeting. On May 19<sup>th</sup> the Senate Ways and Means Committee released its FY 2011 proposed state budget. The proposal funds Local and Education aid for the Town at the same level as the approved House Budget. The Senate will debate the budget the week of may 24<sup>th</sup>.

##### Departmental Information

Various Police Department commendations are included in your regular correspondence.

Chief Mulligan has submitted a report relative to the costs associated with establishing a K-9 unit in the Police Department.

The Town's Auditors are performing their annual audit and I have provided them with necessary requests to counsel regarding any litigation costs in the future.

The Highway Department has evaluated the condition of the drainage pipes underneath Westford Road to the west of the Elementary School driveway. The pipes have been deteriorating for some time and are in need of replacement to avoid the potential for collapse. The Highway Administrator is preparing a project plan to replace the culvert. A final proposal will be brought for the approval of the Selectmen in early June.

The Highway Department has identified accepted roads that are in need of repair. The Highway Administrator has submitted a report on these locations.

The two aforementioned projects are the most urgent in need; we continue to evaluate road condition and will be planning and scheduling for the repair of accepted roads. The report identified Long Pond Road as a chapter 90 funded repair. The Board voted unanimously on a motion by Selectwoman Coughlin, second by Selectman Reault to support the repair of Long Pond Road.

Contracting/procurement

The Highway Department will publish its annual supplies and services bid solicitation for FY 2011 this week.

The field maintenance mowing contract has been awarded to Greenscape.

Joint Ambulance Service RFP (w/Dracut): responses are still under review.

11. Adjournment

The Board voted on a motion by Selectman Reault, second by Selectman Jackson to adjourn the meeting. The meeting adjourned at 8:30 P.M.

Respectfully submitted,

Therese Gay  
Administrative Assistant

Approved on \_\_\_\_\_